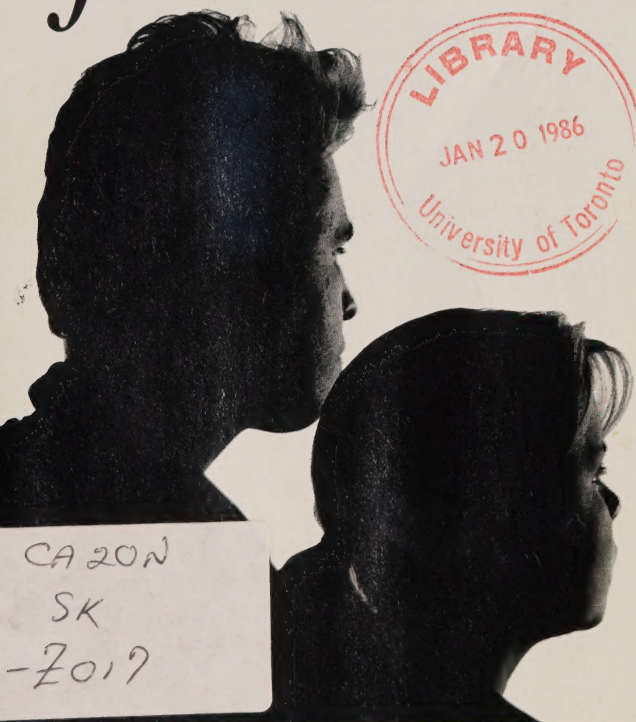


# *Training young people for work*

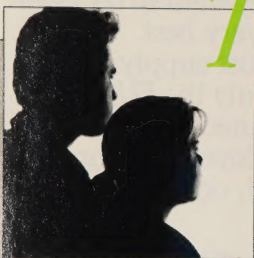


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**FUTURES**



# *Breaking the no-win cycle*



**T**housands of our young people are out of work and can't get a job.

They may be high school drop-outs or college graduates. They may be physically disabled or in trouble with the

law. They may be the kid next door. But whoever they are, they're too often trapped in a no-win cycle like this:

*They can't get a job because they have no experience; and they can't get experience because they can't get a job.*

FUTURES is a program designed to break that no-win cycle. It will give our unemployable young people the work experience to make them employable. It will teach them to find, get and hold an appropriate job *on their own*.

# *It's no gift*

**F**UTURES is not a gift to anyone. It isn't a handout for our young people. It isn't free labour for the employer, either. Certain promises have to be made.

The young people have to want to learn how to work. It doesn't matter if they've tried before and failed. What does matter is that they want to try again and will give it their very best.

The employer must supply more than just a job. Certainly the FUTURES program pays the trainee's wages. But in exchange, the employer must provide consistent, disciplined, on-the-job training.

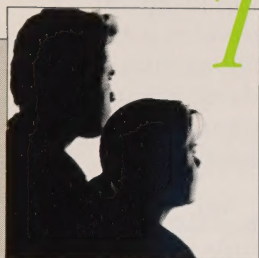
# *Who is eligible?*

**Y**oung persons who are:

- under 25;
- out of school with *less* than a grade 12 education and out of work for at least 12 weeks, or out of school *with* a grade 12 education (or more) and out of work for 20 weeks;
- living in Ontario and legally able to work in Canada.



# Getting on the program



**T**he FUTURES program is offered at all youth employment counselling centres and community colleges in Ontario.

Young people may be referred to the program by a school, social

agency or community group. They can also phone or drop in for an appointment on their own.

An interview is arranged between the young person and the counsellor. This interview gives them a chance to get to know one another, to assess skills and aptitudes.

All through the program, counsellors take great care to bring out the young person's real (and often hidden) skills. Great care is also taken to match those skills to the job. The reason? People work better when they're doing what they're good at. And everybody's good at something.

# *Learning to work*



**N**ot everyone fits neatly into a single mold. So the FUTURES training program divides into two categories, each designed to take care of different needs.

**The basic program: four months.** This puts the young person in a suitable job for a maximum of 16 weeks. Progress is monitored by both counsellor and employer. Since the goal is full-time employment, trainees are encouraged to leave the program as soon as there's a good chance for a full-time job.

It's possible that some young people could only benefit from the FUTURES program on a part-time basis. If so, the training and/or education periods are doubled.

FUTURES pays \$4.00 per hour during work placement.

It may turn out that four months of on-the-job training won't be enough, that more time and education is needed.

**The deal: one year.** Many young people can't get the work they're best suited for because they simply don't have enough education.

Now they can get work placement for a full year providing they accept schooling for at least three hours a week. That's the deal: up to one year's on-the-job training is guaranteed *provided* they put in that three hours of schooling every week. The instruction must (1) be approved by the counsellor (2) take place outside regular work training hours and (3) lead toward the equivalent of grade 12. If extra money is needed for course fees, day care, transportation and the like, it's available.

The trainee can switch to the one year guarantee but must make the choice *in the first four weeks of the basic program*.

Suppose this same trainee finds and takes a job outside the FUTURES program, a job that could be permanent. Suppose the job doesn't pan out. Can the trainee come back to FUTURES? Absolutely. *As long as the schooling has continued.*

FUTURES pays \$4.00 per hour during the one year guarantee.

# *The basic skills*

**F**or some, the first move has nothing to do with the actual job, but a great deal to do with getting ready for it.

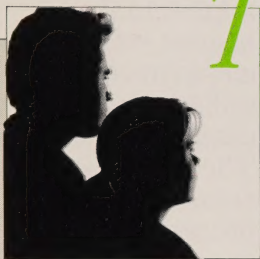
Many young people have spent their lives battling with problems at home and a poor school record. They have few social skills and no work skills. (This doesn't mean they're incapable, it means no one's ever shown them how.) So they come totally unprepared with what is accepted as basic equipment: punctuality, reasonable grooming, a positive attitude, a sense of what goes on at the workplace.

That's where pre-employment preparation comes in. If it's called for, the counsellor may recommend up to four months work on developing basic social and job skills. For example: how to fill out an application form, how to plan a job search, how to make phone calls to prospective employers.

During this period, FUTURES supports the trainee with \$100 a week.



# *The employer*



**T**he principle is simple: the young trainees come free to the employer, provided the employer agrees to train them properly.

Any Ontario employer may apply.

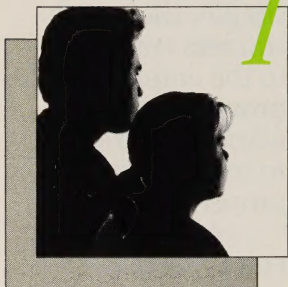
Almost any kind of work qualifies. It's the quality of the training that counts.

FUTURES pays the trainee directly. The employer may not add to this wage in any way.

No trainee may take work from a regular employee.

As long as the counsellor is consulted, the trainee can be hired on a full-time basis at any time during the training period.

# *How to take part*



**T**he employer applies to the nearest youth employment counselling centre or community college. The simple application form is processed locally.

After being matched as closely

as possible to the job, the young person comes to the employer for an interview. If the combination works, the employer signs a FUTURES contract. This is a fairly detailed description of the job, its length, the training involved and what sort of future the training could lead to. If the appropriate trainee is available, this entire process takes only a few days, start to finish.

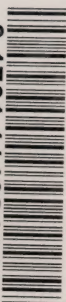
Once on the job, the counsellor continues to advise the trainee. The employer is expected to stay in touch with the counsellor. With this sort of cooperation, most difficulties can be ironed out. If not, the contract can be cancelled.





Ministry of  
Skills Development  
Gregory Sorbara  
Minister

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*For further information,  
call our toll free hotline:*

**1-800-387-0777**

*or contact your local  
FUTURES office:*

**FUTURES**

*Training Ontario's youth for work*